

Submitted: 2/9/2012
Jurisdiction: Baltimore City
Agency: Archives
Division:

Maryland State Archives
Edward C Papenfuse State Archives Building
350 Rowe Boulevard
Annapolis, MD 21401

Certificate ID: 235
MSA ID: SE55-2347

Page: 1 of 1

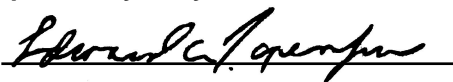
Proposal and Certificate of Records Disposition

| Item No. | Description of Records (Same Title as listed on Schedule) | Authorization | | Inclusive Dates of Records Destroyed | Volume | Date of Disposal | Method Of Disposal |
|----------|--|---------------------------|----------------------------|---|------------|---------------------|-----------------------|
| | | Retention Schedule No. | Section and/or Item No. | | | | |
| 1 | vouchers | 1 | 5 | 1992-1998 | 22 cu ft. | 12/14/2011 | shred |
| 2 | cashier | 57 | 5 | 2002-2005 | 200 cu ft. | 12/14/2011 | shred |
| 3 | Guardianship | 1957 | 2 | 2002 | 11 cu ft. | 12/14/2011 | shred |
| 4 | Medicare Waiver | 1958 | 2 | 2005 | 9 cu ft. | 12/14/2011 | shred |
| 5 | contracts | 551 | 3 | 2000-2002 | 26 cu ft. | 12/14/2011 | shred |
| 6 | certified payroll reports | 319 | 14 | 1997 | 18 cu ft. | 12/14/2011 | shred |
| 7 | cashier machine | 58 | 5 | 2005 | 46 cu ft. | 12/14/2011 | shred |

Destruction Approved by Maryland State Archives

2/8/2012

Date



State Archivist

Destruction Certification

Gerald Roberts

Signature

Records Administrator

Title

2/9/2012

Date